

# **HOUSING AUTHORITY OF THE TOWN OF MANSFIELD**

## **REGULAR MEETING MINUTES**

Housing Authority Office

April 16, 2014

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms. Hall, Assistant Treasurer; Ms. Ward, Commissioner; Ms. Fields, Executive Director.

The meeting was called to order at 8:36 a.m. by the Chairperson.

### **MINUTES**

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to accept the minutes of the March 25, 2014 Regular Meeting, March 27, 2014 Emergency Meeting and the April 9, 2014 Emergency Meeting. Motion approved unanimously.

### **COMMENTS FROM THE PUBLIC**

### **COMMUNICATIONS**

### **REPORTS OF THE DIRECTOR**

#### **Bills**

A motion was made by Ms. Ward and seconded by Ms. Hall to approve the March bills. Motion approved unanimously.

#### **Financial Reports –A (General)**

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the February Financials. Motion approved unanimously.

#### **Financial Report-B (Section 8 Statistical Report)**

A motion was made by Mr. Simonsen and seconded by Ms. Ward to approve the March Section 8 Statistical Report. Motion approved unanimously.

### **REPORT FROM TENANT REPRESENTATIVE**

#### **Human Services Advisory Committee**

Mr. Eddy reported that he missed the last meeting. The minutes stated that the Committee is close to hiring an outreach social worker.

#### **General Reports**

None

### **COMMITTEE REPORTS**

#### **Development Committee**

No meeting was scheduled.

### **Quality of Life Committee**

A meeting will take place following this meeting to discuss Phase II of the Wrights Village Landscaping project. This will include water gardens in specific areas to reduce runoff.

### **EXECUTIVE SESSION**

#### **Real Estate**

Ms. Fields asked the Chairman to request a vote to go into Executive Session in order to discuss a real estate proposal which contains privileged information. The Chairman requested a motion be made.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to go into Executive Session and to invite Ms. Fields at 9:25 a.m. Motion approved unanimously.

The Board came out of Executive Session at 9:35 a.m.

A motion was made by Ms. Ward and seconded by Ms. Hall to lend the Mansfield Nonprofit Housing Development Corporation money from the Holinko Estates Reserves for the purchase of real property pending final approval by CHFA.

### **UNFINISHED BUSINESS**

#### **Section 8 Financing Update**

Ms. Fields met with the Board of Selectman of the Town of Willington on April 7, 2014. She explained the Section 8 program and answered questions.

The Towns of Ashford, Chaplin, Mansfield and Willington have all expressed interest in furthering the program and have taken our request under advisement. No communication has been received from the Town of Coventry from our initial request.

Ms. Fields stated that she did submit a request to HUD to be paid a higher administrative fee. The request had to be received by HUD by April 15, 2014.

#### **Holinko Estates Solar Panels**

Ms. Fields signed the ZREC contract and the Sunlight Solar contract for an 18,360 total solar panel wattage system.

A discussion took place regarding the financial gains by Holinko Estates in the operating costs savings and the ZREC payment and what to do with those savings/earnings. Mr. Simonsen presented the following resolution for vote:

### **RESOLUTION**

Whereas, the cost of the Solar Panels installed at Holinko Estates is an unplanned RM&R cost, the Housing Authority of the Town of Mansfield shall reimburse the designated RM&R account by using the ZREC payments and part of the operating cost savings for a total of \$5,000 per year from the date of the first ZREC payment until the original funding is repaid in full. This amount will be in addition to the annual amount required to fund the RM&R as set forth in the 2010 Capital Needs Report and any subsequent report hereafter.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the resolution. Motion approved unanimously.

**Holinko Site Lighting Project**

Ms. Fields stated that the Affordable Housing Energy Efficiency Program would not be available for the solar program at Holinko because the smallest project being funded through this program is \$500,000. In addition, it is not a grant, but rather a low interest loan which would have increased the cost of the project.

**NEW BUSINESS**

None

**MEETING DATE REVIEW**

No changes

**OTHER BUSINESS**

None

**ADJOURNMENT**

The Chairperson declared the meeting adjourned at 9:55 a.m. without objection.

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Dexter Eddy, Secretary

**Approved:**

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Richard Long, Chairperson